

Office of Human Rights (HM0)

The mission of the Office of Human Rights is to investigate, prosecute and address illegal discriminatory practices in employment, housing, and commercial space, public accommodations, and educational institutions. The Office on Human Rights accomplishes this mission through the enforcement of the DC Human Rights Act of 1977, the D.C. Family and Medical Leave Act of 1990, parental Leave Act of 1994, and other federal civil rights laws.

Acting Agency Director

Charles F. Holman

Proposed Operating Budget (\$ in thousands)

\$1,407

Fast Facts

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| <ul style="list-style-type: none"> • The proposed FY 2001 operating budget is \$1,406,536, an increase of \$185,850 over the FY 2000 budget. There are 20 full time equivalents (FTEs) supported by this budget. • The proposed budget includes an increase of \$300,000 to hire additional human rights investigators. • During FY 2000, the agency reduced the backlog of cases before the Human Rights Commission by two-thirds. • The agency also closed 80 cases through mediation, thereby conserving agency investigative resources. | <ul style="list-style-type: none"> • In FY 2001, significant improvements will be made in the Mediation Program to further reduce pending litigation caseload providing more speedy relief to victims of illegal discrimination. • The agency will continue its partnership with the United States Equal Employment Opportunity Commission (EEOC) to further enhance the operation of the office. Additionally, the agency will enter into a new partnership with the United States Department of Housing and Urban Development (HUD) to better address and combat illegal housing discrimination. |
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FY 2001 Proposed Budget by Control Center

The basic unit of budgetary and financial control in the District's financial management system is a control center. The Office of Human Rights is comprised of one control center that serves as the major component of the agency's budget.

FY 2001 Proposed Budget by Control Center

(Dollars in Thousands)

Department of Human Rights

Control Center

**Proposed
FY 2001
Budget**

3000 OFFICE OF HUMAN RIGHTS

1,407

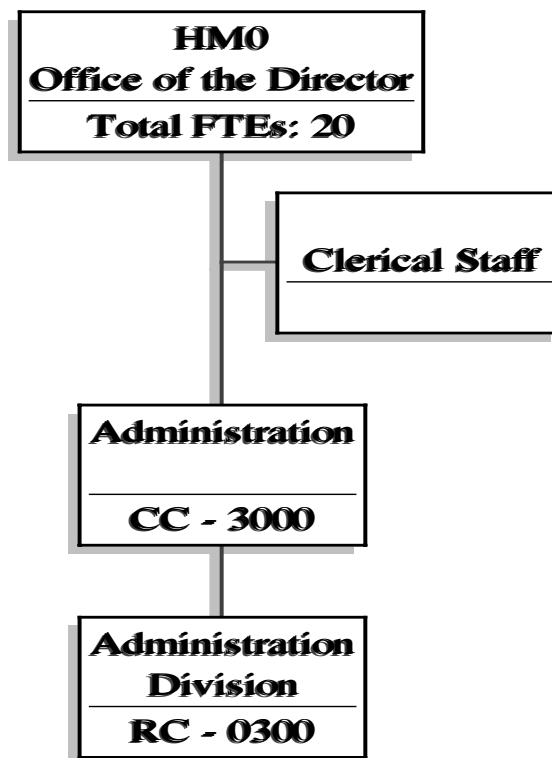
HM0 Department of Human Rights

1,407

Agency Overview and Organization

The department achieves its mission by providing workforce development programs and services through one control center (CC) with one responsibility center (RC):

- The Administration Division provides a forum for resolution of complaints, negotiates settlement agreements, trains pro bono mediators to perform mediations, advises complaints on the mediation and investigations processes, administers case closing processes, and counsels the public regarding discrimination laws and the right to file complaints. The division also administers the enforcement of local and federal laws, including policies with respect to alleged discriminatory practices. It investigates cases/complaints of alleged discrimination, monitors DC Government agencies' Affirmative Action Plans for compliance with standards set by the Office of Federal Contract Compliance Programs, prepares the EEOC Category Report depicting the composition of the Government of the District of Columbia's reports on the District's compliance to federally mandated employment practices, and monitors and reports the participation of historically underutilized businesses (HUBs) in procurement activities of the District government. It prepares letters of determination, and monitors agreements and settled cases for compliance.



FY 2001 Proposed Operating Budget

The Office on Human Rights' Operating Budget is composed of two categories: (1) Personal Services (PS), and (2) Nonpersonal Services (NPS).

Within the PS budget category are several object classes of expenditure such as regular pay, other pay, additional gross pay, and fringe benefits. Within the NPS budget category are several object classes of expenditure such as supplies and materials, utilities, communications, rent, other services and charges, contractual services, subsidies and transfers, equipment and equipment rental, and debt service.

Authorized spending levels present the dollars and related full-time equivalents (FTE) by revenue type. Revenue types include: Local (tax and non-tax revenue not earmarked for a particular purpose) and Federal (revenue provided by the federal government to support federally established programs or grants for a particular purpose).

FY 2001 Proposed Operating Budget

(Dollars in Thousands)

Department of Human Rights

Object Class	Actual FY 1999	Approved FY 2000	Proposed FY 2001	Variance				
Regular Pay -Cont. Full Time	505	621	959	338				
Regular Pay - Other	24	0	0	0				
Additional Gross Pay	20	0	0	0				
Fringe Benefits	78	95	112	17				
Subtotal for: Personal Services (PS)	627	716	1,071	355				
Supplies and Materials	4	4	4	0				
Utilities	0	29	29	0				
Telephone, Telegraph, Telegram	16	51	6	-44				
Rentals - Land and Structures	20	16	6	-10				
Other Services and Charges	18	65	65	0				
Contractual Services - Other	70	322	207	-115				
Equipment and Equipment Rental	30	18	18	0				
Subtotal for: Nonpersonal Services (NPS)	158	505	336	-169				
Total Expenditures:	785	1,221	1,407	186				
Authorized Spending Levels by Revenue Type:	FTEs	Dollars	FTEs	Dollars	FTEs	Dollars	FTEs	Dollars
Local	12	757	16	1,000	20	1,301	4	301
Federal	0	27	0	221	0	106	0	-115
Intra-District	0	0	0	0	0	0	0	0
Total:	12	785	16	1,221	20	1,407	4	186

Agency Funding Summary

The proposed FY 2001 operating budget *for all funding sources* is \$1,406,536, an increase of \$185,850, or 15.2 percent, over the FY 2000 approved budget. There are 20 full-time positions supported by this budget. The Office of Human Rights receives 92.5 percent of its funding from local and 7.5 percent from federal sources.

- **Local.** The proposed *local* budget is \$1,300,536, an increase of \$300,850. This increase is largely due to additional funding received to hire four human rights investigators. There is an increase of \$355,146 in personal services, and a decrease of \$54,296 in nonpersonal services. There are 20 FTEs funded from local sources, an increase of 4 full-time positions over the FY 2000 budget.

The change in personal services is comprised of:

- \$41,824 is an increase for the 6 percent pay raise for non-union employees
- \$13,322 for step increases
- \$300,000 increase to hire additional human rights investigators

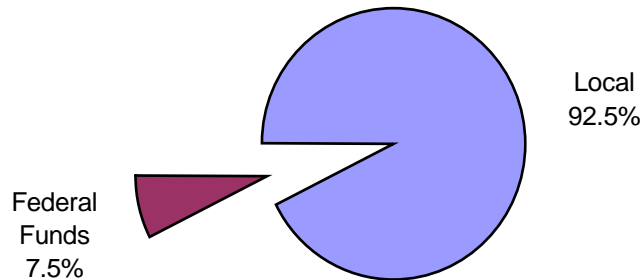
The change in nonpersonal services is comprised of:

- (\$44,041) decrease for telephone costs based on Office of Property Management (OPM) estimates
- (\$10,255) decrease for rent costs based on OPM estimates
- **Federal.** The proposed *federal* revenue budget is \$106,000, a decrease of \$115,000 from the FY 2000 budget. The decrease is due to the expiration of the FY 2000 one-time grant. The entire decrease is in nonpersonal services. There are no full time position supported by federal sources.

Figure 1

**Of the total
Proposed FY 2001
Operating Budget,
92.5 percent is
Local.**

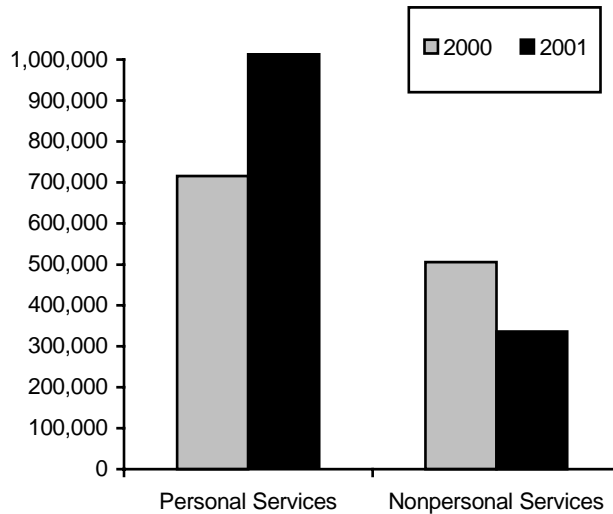
*Federal fund is 7.5 percent of the
total budget.*

**Figure 2**

**FY 2001 Proposed
Budget Includes an
Increase for PS and
NPS**

*Personal Services increased by
49.6 percent, from \$715,871 in
FY 2000 to \$1,071,017 in FY
2001.*

*Nonpersonal services decreased
by 33.5 percent, from \$504,815
to \$335,519.*



Occupational Classification Codes

Occupational Classification Codes (OCC) are used by federal agencies like the Bureau of Labor and Census Bureau, as a way of classifying workers into eight occupational major categories for the purpose of collecting, calculating, or disseminating data. The Office on Human Rights workforce is divided among three occupational classification codes.

Agency FTEs by Occupational Classification Code

OC Code	FTEs in FY 2001
Official /Administrative	4
Professional	14
Technical	0
Protective Services	0
Paraprofessional	0
Office/Clerical	2
Skill Craft Worker	0
Service Maintenance	0
Total	20

FTE Analysis

Agency FTEs by Occupational Classification Code

The Office on Human Rights is an enforcement and investigatory agency. Of the total FTEs, 70 percent are Professional. Another 30 percent are Administrative employees.

